



23 Mill Brook Road
Saco, Maine 04072
Fax: 207-885-1079
www.mmqci.com

Manufacturing Technician I: Molecular Diagnostics Products

EMPLOYER: Maine Molecular Quality Controls, Inc. (MMQCI), located in Saco, Maine, designs, develops, manufactures, and sells unique quality control products used by hospital laboratories and manufacturers to monitor the accuracy of tests for genetic, oncologic, and infectious diseases. MMQCI has patented technologies to stabilize DNA and RNA for use as quality controls and continues to pursue the discovery of novel techniques useful for the development of new quality control products. We are a small, growing company and offer a relaxed but challenging work environment.

POSITION TITLE: Manufacturing Technician I: Molecular Diagnostics Products

GENERAL SUMMARY:

The successful candidate is an individual who can precisely and reproducibly manufacture according to established written SOPs under limited supervision by the Manager of Manufacturing Operations. The Manufacturing Technician I has excellent laboratory dexterity and is able to accurately use micropipettes and other molecular biology equipment (thermal cycler, UV spectrophotometer, gel apparatus). The successful candidate is well-organized and enjoys detailed work. The Manufacturing Technician I may occasionally be required to assist with troubleshooting of manufacturing processes and products.

PRINCIPAL DUTIES AND RESPONSIBILITIES:

1. Accurately and reproducibly manufactures components for product according to approved procedures (SOPs) with great emphasis on attention to detail. Precise delivery of small volumes using micropipettes is required.
2. Performs in-process QC on manufacturing components and products (pH, quantitation by spectrometry, visualization using agarose / polyacrylamide electrophoresis) and accurately documents all results.
3. Assists other manufacturing personnel in the manufacture of products.
4. Assists Technical Operations Manager in environmental monitoring for clean room laboratory area (particle counts, air sampling (viable particles), water sampling for bacteria, and contact plates).
5. Assists Technical Operations Manager in performing periodic maintenance of laboratory equipment (freezer, refrigerator, autoclave, etc.).
6. Assists with troubleshooting of processes and products as needed.
7. Participates in modifying/ improving existing MMQCI products.
8. Follows MMQCI's protocols based on current Good Manufacturing Practice (cGMP) and International Organization for Standards (ISO) quality systems by consistently filling out appropriate paperwork according to regulatory requirements.
9. Ability to work with hazardous materials such as acids is required.
10. Contributes to general laboratory support functions such as routine cleaning of laboratory and equipment, and general housekeeping duties.



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MINIMUM KNOWLEDGE, SKILLS AND ABILITIES REQUIRED:

1. B.A. or B.S. in biology/ Life Sciences, and relevant experience.
2. Experience with molecular biology techniques including DNA extraction, amplification by PCR, reverse transcriptase and gel electrophoresis is highly desired.
3. Ability to read, comprehend and follow SOPs quickly but with stringent attention to detail.
4. Is well organized and enjoys precise, detailed work.
5. Good communication skills, written and oral.
6. Knowledge of Microsoft Office software, particularly Word and Excel, is required.
7. Experience in a GMP or ISO quality system industrial environment is preferred.
8. Ability to handle the pressure of meeting tight deadlines and dynamic work conditions.
9. Must be a nonsmoker due to product contamination prevention requirements.
10. Must be able to stand for several hours and lift approximately 30 lbs.

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills of personnel so classified.

BENEFITS:

- Medical insurance
- Dental insurance
- Vacation
- Holidays
- Sick leave
- 401(k)

How to apply: by Email/ No Phone inquiries accepted

Email: HR@mmqci.com

A cover letter is required Please!

Contact Information:

Human Resources

Maine Molecular Quality Controls, Inc.

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LOCATION: MMQCI is conveniently located in beautiful southern coastal Maine, minutes from the Maine Turnpike, Portland International Jetport, and less than 2 hours from Boston. Close by are fabulous Portland restaurants, sandy beaches, and a plentiful supply of Maine lobsters! Many terrific outdoor activities are easily accessible including hiking, biking, kayaking, fishing, skiing and snowshoeing. We are in a brand new, state-of-the-art facility located in Saco right next to the Eastern Trail. Come join us!